



Foreign Affairs Handbook

4 FAH-2 –Disbursing Officer Handbook

Change Transmittal: DOH-11

Date: April 29, 2005

4 FAH-2 H-220 INTERNAL CONTROLS

Changes

1. This Change Transmittal issues miscellaneous updates throughout the subchapter and as follows:

Changes were made to the acronyms and updated with the appropriate office symbol.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's Change Transmittal acronym and numerical series remains in place.
3. Revisions since the last update appear in *italics* and *dark magenta*. Other than formal titles, the italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.
4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions (Paper Copies)

1. Remove **4 FAH-2 H-220** (TL:DOH-1; 06-13-2001, 4 pages) and insert the revised 4 FAH-2 H-220 (CT:DOH-11; 04-29-2005, 5 pages).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:DOH-11 and initial.

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(RM/FPRA/FPMC)